

2007 TAC Roster and Attendance					
Member	Agency	Jan	Feb	Mar	
Ian McAvoy (Co-Chair)	SamTrans	yes	yes	yes	
Jim Porter (Co-Chair)	San Mateo County Engineering	x	x		
April Chan	Peninsula Corridor JPB	yes			
Duncan Jones	Atherton Engineering	yes	yes	yes	
Gene Gonzalo	CalTrans				
George Bagdon	Burlingame Engineering	yes	yes		
Jon Lynch	Redwood City Engineering	yes	yes	yes	
Joseph Hurley	SMCTA	yes	yes	yes	
K. Folan	MTC				
Larry Patterson	San Mateo City Engineering	yes	yes	yes	
Liz Cullinan	San Carlos Planning	yes	yes	yes	
Mark Duino	San Mateo County Planning	yes		yes	
Meg Monroe	Burlingame Planning	yes	yes	yes	
Mo Sharma	Daly City Engineering	yes	yes	yes	
Parviz Mokhtari	San Carlos Engineering	yes	yes	yes	
Randy Breault	Brisbane Engineering	yes		yes	
Ray Davis	Belmont Engineering	yes	yes		
Ray Towne	Foster City Engineering	yes	yes	yes	
Reza (Ray) M. Razavi	South San Francisco Engineering	yes	yes	yes	
Rick Mao	Colma Engineering		yes	yes	
Ruben Nino	Menlo Park Engineering	yes			
Sandy Wong	C/CAG CMP	yes	yes	yes	
Tatum Mothershead	Daly City Planning	yes	yes	yes	
Van Ocampo	Pacifica Engineering	yes	yes		
Vacant	TBD				

**TECHNICAL ADVISORY COMMITTEE (TAC)
FOR THE
CONGESTION MANAGEMENT PROGRAM (CMP)**

**May 17, 2007
MINUTES**

The one hundred sixty-fifth (166th) meeting of the Technical Advisory Committee (TAC) was held in the SamTrans Offices, 1250 San Carlos Avenue, San Carlos, Bacciocco Auditorium. Co-chair McAvoy called the meeting to order at 1:20 p.m. on Thursday, May 17, 2007.

TAC members attending the meeting are listed on the Roster and Attendance on the preceding page. Others attending the meeting were: John Hoang - C/CAG; Brian Lee – San Mateo County Public Works; Jim Bigelow – CMEQ; Khee Lim – City of Millbrae; Zachary Chop – Caltrans; Pat Dixon - SMCTA CAC; Anthony Docto – City of East Palo Alto; Christine Maley-Grubl – The Alliance

1. Public comment on items not on the agenda.

Meg Monroe introduced Bill Micker, new Community Development Director in Burlingame who will be replacing Ms. Monroe.

2. Issues from the last C/CAG and CMEQ meetings.

As shown on the Agenda.

3. Approval of the Minutes from January 18, 2007.

Approved.

4. Measure A Update – Strategic Plan Development

Joe Hurley presented that the TA is continuing to work with the consultants to evaluate the projects and proposed setting up a special meeting with the TAC members to discuss details of the Strategic Plan. Co-chair McAvoy recommended that staff survey TAC members with some meeting dates for a 2-3 hours meeting for late June or July.

5. AB1546 Countywide Congestion Management Program – Congestion Mitigation Recommendations

John Hoang presented on the proposed projects to be funded by the AB1546. The projects, which were recommended by the subcommittee, are categorized under Intelligent Transportation System (ITS) and include upgrading signal controllers and video detection systems. The total amount available for the ITS projects will be approximately \$1.25M with a maximum of \$200,000 per jurisdiction. Applications will be scored and prioritized based on the type of intersection, intersection volume, and years in service (applicable to signal controllers only). It was suggested that the Committee provide suggestions on establishing intersection volume ranges to complete the scoring criteria for the signal controller upgrade projects.

Questions and comments from the Committee included the following:

- It was suggested that the cap be lowered to allow more jurisdictions to receive funding.
- The projects are scaleable based on the number of applications received and type of projects requested. A city may apply for the maximum of \$200,000 but may receive up \$100,000 due to the high number of projects awarded.
- Upgrading to Model 2070 traffic controller cabinets will enable cities to interconnect signals and improve signal coordination. The estimated cost per cabinet may be in the \$10,000 -
- It was requested that the intersection volume criteria be revisited and other criteria such as LOS, peak hour volume, be considered.

It was requested that this item be taken back to the Subcommittee to review and finalize the scoring criteria, specifically establishing ranges for the intersection volumes and reconsiderations of the cap amount.

6. Recommend approval of staff to work with local jurisdictions and transportation agencies to provide candidate project information for the MTC Regional Transportation Plan (RTP) update

Sandy Wong reported that the MTC is in the process of updating the RTP. In addition to the previously identified goals of safety, maintenance, reliability, mobility, clean air, and efficient freight travel, MTC has added other goals to comply with the new SAFETY-LU. These goals include safety for non-motorized users, security related to homeland security and transportation, and linkages between transportation land use. MTC requested that the CMAs submitted updated project lists by July 27, 2007 for inclusion in the RTP. The projects will be evaluated through performance measures which includes delay time savings, vehicle hours of travel, and pollutant emissions. Local agencies will need to submit projects through the CMA (C/CAG).

Questions and comments from the Committee included the following:

- Sandy will be contacting individual project sponsors for updates to the projects that were listed in the 2005 RTP and new projects.
- Projects sponsors will need to coordinate with Sandy. Project sponsors will be responsible for updating changes to scope and cost.
- Measure A projects included in the 2005 RTP will be updated.

The TAC approved the recognition of the process for submitting the projects and to have jurisdictions coordinate with C/CAG on submitting projects. It was requested that a list of projects be brought back to the TAC for review and approval.

7. Initial draft of the C/CAG 2007/08 Budget and Fees

Sandy Wong presented the C/CAG FY07/08 budget and highlighted the following:

- The C/CAG member agency assessments will increase by 5%.

- \$400,000 will be programmed in the STIP (Planning, Programming, and Monitoring)
- The C/CAG Board reauthorized the Congestion Relief Plan and the increased amount of \$1.85M.

TAC members indicated that some cities might have not received the letter stating a 5 % increase in member agency assessments. C/CAG will follow-up and make sure that member agencies receive appropriate notification regarding the member assessments.

The TAC acknowledged discussion of the C/CAG FY07/08 budget but no action was taken.

8. Review and approval of the funding recommendations for the provision of congestion relief program shuttle services for a total cost not to exceed \$667,965 from July 1, 2007 through June 30, 2008

Sandy Wong presented the proposed shuttle program to be funded through the Congestion Relief Program funds.

Questions and comments from the TAC included:

- How do we make sure that money isn't wasted on under-performing project(s), do we collect performance information? Last year's ridership information is available and can be provided to the TAC.
- Would it be possible for uncommitted program funds (i.e., difference between \$667,965 and the maximum budget of up to \$800,000) be used to fund other shuttle services? As appropriate, other shuttle services interested in applying for the remaining program funds can make the request through C/CAG. Additional projects, if approved, would be brought back the TAC for approval.

The TAC approved the item with the inclusion that C/CAG will monitor and report back to TAC on a quarterly basis regarding project performance information.

9. Support for Senate Bill (SB) 286 (Lowenthal and Dutton), Transportation Bonds: Implementation

John Hoang presented the information item on the SB 286 summarizing the proposed implementation plan for Proposition 1B to expedite the allocation of the local streets and roads improvement funds.

Brian Lee added that paragraph 7 in the legislation had been amended to state that jurisdictions that did not comply shall reimburse the state for all ineligible expenditures for that fiscal year. In addition, jurisdictions will have three fiscal years to expend the funds from the date that the funds are allocated from the State Controllers.

10. Member Reports

Co-chair McAvoy expressed appreciation to all members who have been attending the Committee meetings regularly and pointed out that Caltrans and MTC have been notably

absent from the meetings. It was requested that staff follow-up with these agencies and request that their respective representative make an effort to attend on a regular basis.

Meeting adjourned.